

**MINUTES
CITY OF ISANTI
CITY COUNCIL MEETING
TUESDAY, JUNE 4, 2019 – 7:00 P.M.
CITY HALL**

Mayor Johnson called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Members Present: Mayor Jeff Johnson, Councilors: Jimmy Gordon, Paul Bergley, Steve Lundeen and Dan Collison

Members Absent: None

Staff Present: City Administrator Josi Wood, Human Resources/ City Clerk Katie Brooks, City Attorney Clark Joslin, Community Development Director Sheila Sellman, MS4 Tech Corey Mueller, City Engineer Jason Cook and Police Officer Josh Anderson

Others Present: Rodrick Barrows, Brian Johnson, Melissa Bettendorf, Stacy Upton, Chris Sodergren, Mark Reller, George Hemen and Elizabeth Anderson

D. Adopt Agenda

Motion by Lundeen, second by Collison to adopt agenda as presented. Motion passed 5-0. Motion carried.

E. Proclamations/Commendations/Certificate Awards

Mayor's Employer Celebration Day- June 18, 2019

Mayor Johnson read the proclamation and encouraged business owners and employees to attend the Annual Mayor's Employer Celebration day on June 18, 2019.

F. Approve City Council Minutes

1. May 20, 2019- Special Meeting
2. May 21, 2019 -Regular Meeting of the City Council
3. May 21, 2019- Committee of the Whole Meeting
4. March 19, 2019- Planning Commission Meeting
5. April 23, 2019- Parks, Recreation, and Culture Board Meeting

Motion by Lundeen, second by Collison to approve minutes as presented. Motion passed 5-0. Motion carried.

G. Announcements

- | | |
|----------------------------------------------|----------------------------------------------------------------------------|
| 1. Committee of the Whole | Tuesday, June 18, 2019 at 5:00 p.m. |
| 2. City Council Meeting | Tuesday, June 18, 2019 at 7:00 p.m. |
| 3. Planning Commission Meeting | Tuesday, June 18, 2019
(Immediately following the City Council Meeting) |
| 4. Park, Recreation, & Culture Board Meeting | Tuesday, June 25, 2019 at 6:00 p.m. |

H. Council Committee Reports

Mayor Johnson stated that there is a Community Education meeting on June 10th, 2019 at 5:00 p.m. that he is unable to attend. Johnson stated that he is looking for another Councilmember to take his place at the meeting. Jimmy Gordon stated he would attend the meeting as an alternate for Mayor Johnson.

I. Public Hearings

None

J. Business Items

1. Discussion on Fair and Equal Enforcement of T21 County Wide (*Jimmy Gordon*)

Councilmember Jimmy Gordon shared that Cambridge and Braham are doing their own licensing for Tobacco. Whereas, the City of Isanti follows the Isanti County T21 Ordinance for individuals that must be 21 to purchase Tobacco. Consensus from Council is to bring to Committee of the Whole on June 18th, 2019 for further discussion.

City Administrator Josi Wood

2. Resolution 2019-150 Approving Contract for Chief of Police Position

City Administrator Josi Wood shared that the salary step for Mr. Muyres would be step 6 which is \$95,551.94, vacation accrual time would be for the time that Travis Muyres has already been with the City of Isanti including a schedule of working four 10-hr days which is consistent with the position. Wood further stated the only thing left for discussion would be City vehicle use for commuting. Wood continued to share that this has not been done before with the City of Isanti, but other City police departments have allowed for their Police Chief to drive an unmarked squad for commuting purposes before and after regular hours. City Council further discussed this matter.

Motion by Lundeen, second by Bergley to approve Police Chief contract as presented. Motion passed 5-0. Motion carried.

3. Ordinance-702 Amending City Code Adding Chapter 144, Drug Paraphernalia

City Administrator Josi Wood shared that this is an ordinance to include Drug Paraphernalia into City Code. Wood further shared that this matter was discussed at Committee of the Whole and posted for the required 10 days.

Motion by Lundeen, second by Collison to approve Ordinance as presented. Motion passed 4-1 with Gordon voting nay.

4. Ordinance-703 Amending Chapter 227 Parking and Storage

City Administrator Josi Wood shared that this matter was discussed at Committee of the Whole to have No Parking signs posted on Dahlin Ave NE to allow more access for emergency vehicles and other vehicles that need to access the route. Wood further shared that the Ordinance has been posted for the required 10 days. Motion by Lundeen, second by Collison to approve Ordinance as presented. Motion passed 5-0. Motion carried.

5. Consider Adoption of Stormwater Enforcement Procedures Pursuant to Ordinance 670

MS4 Tech Corey Mueller shared a presentation of the City of Isanti's MS4 Annual Report for 2018 to City Council. Council Members were provided with hard copies of the full presentation to review.

- a. Resolution 2019-151 Approving Enforcement Response Procedures (ERP) for MS4 Permit Violations
- b. Ordinance-704 Amending Ordinance No. 670 Stormwater Management Ordinance
- c. Ordinance-705 Amending the City Code Chapter 65, Administrative Penalties
- d. Ordinance-706 Amending the Code for the City of Isanti, Chapter 160, Fees
- e. Resolution 2019-152 Adopting Fees Within the City of Isanti

Community Development Director Sheila Sellman shared that items 5.a through 5.e contain the resolution for approving Enforcement Response Procedures which is the document that contains the fines, Ordinance to Amend Ordinance No. 670 which is to adopt the Enforcement Response Procedures, Amend City Code 65, Administrative fees which are the administrative penalties that are in the Enforcement Response Procedures and giving authority to do so, Ordinance to Amend Code for the City of Isanti, Chapter 160, fees to include Enforcement Response Procedure fees and resolution to adopt the fees. Mrs. Sellman stated that the resolution also includes the fees for the pet control. Sellman shared it is not related but is included in order for the fee schedule to be adopted one time.

Motion by Lundeen, second by Collison to adopt 5.a through 5.e. Motion passed 5-0. Motion carried.

6. Resolution 2019-153 Approving an Interim Use Permit for Operation of a Tattoo Studio located at 303 Credit Union Drive

Community Development Director Sheila Sellman shared that this item went before the Planning Commission and held a Public Hearing. Sellman continued to share that no one from the public spoke on the matter and they do meet the criteria for the Interim Use Permit that is needed. Councilmember Gordon asked about hours of Sunday to Sunday. Stacy Upton stated that there would only be one tattoo artist to start with the hours of Tuesday through Saturday, but wanted to cover the basis if more tattoo artists were to join them with a different schedule that they would have the ability to be open 7 days a week.

Motion by Lundeen, second by Collison to approve resolution for an Interim Use Permit. Motion passed 5-0. Motion carried.

7. Resolution 2019-154 Approving a Minor Subdivision for Dollar General at 340 Palomino Road SE PID 16.029.0900

Community Development Director Sheila Sellman shared that this item went before the Planning Commission and held a Public Hearing. Sellman continued to share that this is for creating two lots with lot 1 being 1.3 acres and lot 2 being 2.51 acres where both land areas meet a requirement for the zoning district. Motion by Collison, second by Lundeen to approve resolution for Minor Subdivision. Motion passed 5-0. Motion carried.

8. Resolution 2019-155 Approving a Site Plan for Dollar General located at 340 Palomino Road SE PID 16.029.0900

Motion by Bergley, second by Collison to approve resolution for Site Plan for Dollar General. Motion passed 5-0. Motion carried.

9. Resolution 2019-156 Authorizing Preparation of Plans on the Annexed Parcel Service Access Improvement Project

City Engineer Jason Cook shared that this is the study that was done to evaluate the recently annexed properties that have a sewer or watermain adjacent to their property. Cook continued to share that the evaluation reviewed the cost to extend the individual service to the right-of-way at any of those locations as discussed at Committee of the Whole it was recommended to construct those sewer and water services to the right-of-way at the parcels that don't have a future project already planned in the Capital Improvement Plan. Cook stated, that as requested, a letter was sent to those residents that are on those future projects to ask if they have the desire to be hooked up, no responses were obtained.

Motion by Collison, second by Bergley to approve resolution as presented. Motion passed 5-0. Motion carried.

Community Development Director Sheila Sellman

10. Resolution 2019-157 Consideration of SAC and WAC fees for Villages on the Rum

Community Development Director Sheila Sellman shared that this matter was discussed at Committee of the Whole and was platted in 2002 with 261 lots with a mix of housing styles from single family detached, townhomes and bay homes/ patio homes. There are 32 lots left undeveloped where a developer has come in

and asked the city what the SAC and WAC fees would be if he were to replat his lots into single family lots going from 32 lots to 16 lots. Sellman continued to share that there are two services to each lot that the city did not install where if they went to single family lots only one service per lot would be used and the city has asked the developer to cap at the developer's expense for the service they do not use. City Council further discussed this matter.

Motion by Lundeen, second by Collison to approve resolution with the additional verbiage that the SAC and WAC charges for the remaining 32 lots in Villages on the Rum if platted into single family lots shall be one hook-up for SAC and one hook up for WAC. If the lots are developed as townhomes then two hook-up fees will be charged for SAC and WAC. Motion passed 5-0. Motion carried

11. Resolution 2019-158 CUP and Site Plan extension to operate a retreat Center and Hobby Farm
Community Development Director Sheila Sellman shared that in 2018, a Conditional Use Permit and Site Plan Amendment were approved for Circle B Ranch and The Nest development with conditions and according to City Code if, within one year, a Conditional Use Permit has been issued and the work is not completed the Conditional Use Permit becomes void. Sellman continued to share that the applicant has requested a one-year extension to the Permit with no changes to what is being done for the Conditional Use Permit and Site Plan and that the applicant has been making progress to the conditions and that four out of the nine conditions have been met, the other five conditions cannot be completed until the building is in place. The extension would be until May 1, 2020.

Motion by Collison, second by Bergley to approve resolution as presented. Motion passed 5-0. Motion carried.

Finance Director Mike Betker

12. Request for New Terms on Previously Deferred Assessment
City Council discussed this matter and no action was taken.

K. Approve Consent Agenda

1. Accounts Payable in the Amount of \$265,212.90, Payroll in the Amount of \$100,963.13
 2. Contractors Pay Request No. 2 for Dirtworks, Inc in the Amount of \$60,787.41
 3. Resolution 2019-159 Approve Placement of Stop Signs at the Intersections of 1st and Broadway and Cottonwood and 4th
 4. Resolution 2019-160 Approving Rum River BMX to add Pavement Areas Inside the Isanti Indoor Area
 5. Resolution 2019-161 Approving City Engineer Designation for Professional Engineering Services
 6. Resolution 2019-133 Appointing Candidate to Fill the Vacant City Council Seat on the Isanti City Council for the Remainder of the Term until the Next Election
 7. Resolution 2019-138 Designating Committees and Representatives for City Commissions and Advisory Boards for year 2019
 8. Resolution 2019-162 Amending the Personnel Policy to Revise the Media Relations Policy
- Motion by Lundeen, second by Bergley to approve Consent Agenda as presented. Motion passed 5-0. Motion carried.

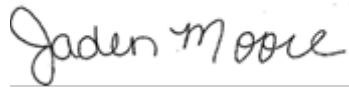
L. Other Communications

1. Draft Minutes from the May 28, 2019 Parks, Recreation, and Culture Board Meeting

Adjournment

Motion by Bergley, second by Lundeen to adjourn. Motion passed 5-0. The meeting adjourned at 7:54 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jaden Moore". The signature is written in a cursive, flowing style. The first name "Jaden" is written with a large, looped 'J' and a small 'a'. The last name "Moore" is written with a large, looped 'M' and a small 'o'. The signature is contained within a rectangular box.

Jaden Moore

Deputy City Clerk/ Human Resources